

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

11

March 30, 2004

FROM: **ROBERT L. McKERNAN**, Director
 Museums Department

SUBJECT: **AGREEMENT WITH INSTITUTE OF MUSEUM AND LIBRARY SERVICES FOR
 THE WEB MODULE**

RECOMMENDATION:

1. Approve agreement with the Institute of Museum and Library Services from July 1, 2004 to June 30, 2005 in which the County will receive \$248,525 for continued development of the Web Module.
2. Authorize the Museum Director to execute grant reporting documents in relation to funding from the Institute of Museum and Library Services.

BACKGROUND INFORMATION: On December 17, 2002 the Board approved San Bernardino County's 2003 Federal Legislative Platform including two County Museum proposals describing both a Web Module and the Inland Empire Archival Heritage Center. Congressman Jerry Lewis secured \$496,750 in Congressionally Directed Grants available through the Institute of Museum and Library Services (IMLS), to be allocated to these two projects. On July 1, 2003 the Board approved an agreement with IMLS for acceptance of these funds.

In addition to the above funds, the Institute of Museum and Library Services' FY 2004/05 Appropriation stipulates that the San Bernardino County Museum will receive a non-competitive award in the amount of \$248,525 for continued development of the web module project.

When completed, the web module project will provide access to collections numbering more than one million objects, lots, and specimens. This information would be available for public and academic use. Enhanced web technology will allow access to distant patrons without a practical means to visit in person. Also, viewing artifacts at the Museum electronically allows for greater access to collections that would not otherwise be seen due to strict conservation guidelines related to environmental controls that preserve their integrity.

Under the terms of the proposed Agreement with IMLS, there is no matching requirement. The County Museum would administer the funds and grant agreement between July 1, 2004, and June 30, 2005. Staff would submit annual reports per the Conditions of Acceptance and be reimbursed for project costs based on Requests for Advance or Reimbursement.

Record of Action of the Board of Supervisors

11

**AGREEMENT WITH INSTITUTE OF MUSEUM AND LIBRARY SERVICES FOR
WEB MODULE
March 30, 2004
Page 2 of 2**

11

Recommendation No. 1 would approve the agreement with the Institute of Museum and Library Services to receive \$248,525 for further development of the Web Module. Receipt of grant funds requires Board approval in accordance with County Policy 15-03.

Recommendation No. 2 would authorize the Museum Director to execute all documents relative to the grant from IMLS.

REVIEW AND APPROVAL BY OTHERS: This item was reviewed by County Counsel (Dawn Stafford, 387-5471, Deputy County Counsel) on March 18, 2004, and by the County Administrative Office (Tom Forster, 387-4635, Administrative Analyst) on March 14, 2004

FINANCIAL IMPACT: All costs associated with the development of the web module are fully reimbursable from the IMLS. Costs to the Department from this item will not exceed the award (\$248,525) unless additional funding is secured through grants or legislative allocations. The project costs/reimbursements for FY 2004/05 (\$248,525) will be included in the Department's FY 2004/05 budget proposal.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's proposal because costs related to development of the web module will be fully funded by a grant revenue source that is specifically earmarked for this purpose.

SUPERVISORIAL DISTRICT(S): All.

PRESENTER: Robert L. McKernan, 798-5719.

11